



## Meeting Minutes

### Facilities Directorate Zero Accident Council

May 15, 2014

#### Items of Interest

##### Review of DZAC Purpose and Expectations

- Bring safety suggestions, complaints or concerns from your workgroup directly to Senior Management
- Communicate status or resolution of concerns back to your workgroup
- Present the DZAC training subjects to your workgroup – 10 minutes
- Sign-in sheets are returned to Lisa, Janice, Gene
- Your responsibility to arrange for replacement if unable to attend meeting

##### Hazmat Highway Video Clip

##### Safety in the News

###### Complaint filed in worker death at UC Berkeley

- Custodial Lead-lift toppled over
- Washing windows 20 feet above ground
- University cooperating
- Under investigation

##### April Injuries:

- No injuries or first aids in April

##### Action Items:

- B48 Rocks Falling on Sidewalk - entered in CATS - pending
- B77 Possible Unsafe Work Conditions – entered in CATS - pending

##### May Roundtable Homework:

###### Communication

- What are the lines of communication in your work group?
- Do you feel your message is heard?
- Are you frustrated by communication/or is it working great
- Are there issues you believe have been swept under the rug/ignored?

One group stated projects w/Facilities are not adequately communicated. Jobs require complex tasks, detailed planning and assessment of hazards and risks. Jobs feel rushed and with not enough time to plan. Procedures are being reviewed.

## June Roundtable Homework:

### Best Practices

- What is your work group doing “right”?
- What are your work group’s “Best Practices”?
- How can we expand on those “Best Practices”?
- Is Safety a value shared by everyone in your work group?
- Do you feel like you own safety?

### Roundtable

- B15 not enough parking for government vehicles. People parking in red zone areas. Can government parking be put in?
- Contractors parking in government parking areas and red zone areas
- Employees were advised to take pictures of cars/license plates and notify Protective Services or Mike Wisherop

### Forwarding DZAC Information

- Reminder to turn in your review sheets before our next meeting on Wednesday, June 11, 2014

### Reminder to Everyone

- You have the right to work in a safe environment
- You have the right to tell anyone at any level that they are not working in a safe manner
- You have the right to stop a job if it's not being done safely



